

MINUTES
Community Center Advisory Board
Village of Key Biscayne, Florida
Thursday, January 13, 2004

Key Biscayne Community Center
10 Village Green Way

7:00 P.M.

CALL TO ORDER/ROLL CALL OF MEMBERS: The meeting was called to order at 7:19 PM. Present were board members Carlos Battle, Bonnie Cooper, Jim Leavitt and Susi Westfall. Also present were Councilmember Pat Weinman, Donna Rice, Ed Myer and staff members Paul Abbott, Todd Hofferberth and Maite Miyares.

Dr. Leavitt would like to amend the meeting minutes to show that the committee did not recommend to change the handicapped ramp. Ms. Cooper would like to amend the minutes to show that the committee voted on the title of the active islander. Dr. Leavitt made a motion to approve the minutes as amended, Ms. Cooper seconded the motion, and the minutes were approved.

Ms. Westfall would like to add security issues to the agenda. Ms. Cooper would like to add advertising and the possibility of donating punch cards to the agenda. Councilmember Weinman would like to discuss a suggestion box and class evaluation forms. Dr. Leavitt would like to discuss the idea of moving the "spinathon" to the gymnasium.

Paul Abbott gave an update on the railings. They will begin work on the railings on the second floor will this month. The manager would like the committee to reconsider endorsing the fencing on the handicap ramp. The committee discussed changing the wall to a fence. Paul Abbott discussed the elevator, modifying the elevator equipment and the use of the elevator because the elevator is being used more than was anticipated. Cost for these changes will range from \$10,000 to \$12,000. The committee discussed upgrading the elevator and they also discussed the operation. Dr. Leavitt made a motion to upgrade the elevator and also direct staff to limit access to kids during the appropriate hours. The motion was unanimously passed. Ms. Westfall made a motion to eliminate the solid wall on the handicap ramp for railings, Ms. Cooper seconded the motion. The motion failed. Mr. Abbott explained that the pool needs to be closed for three days to fix the pool deck. The cost of that will be \$2,300. The panic hardware will be completely installed in a week and a half. Paul Abbott reported on the landscaping. Mr. Abbott discussed the Mahogany Trees; he reported that the trees are in shock. Paul Abbott reported on the dead spots in the gymnasium. The Wood Flooring Institute will be here during the 1st two weeks of February to check the floor in the gym. If the quality of the wood floor is not within the specs, then the contractor needs to fix the floor, if the quality of the floor is within the specs, then the Village needs to make a decision on whether changes will be made.

Mr. Hofferberth gave an update on issues from the January 13th meeting. Mr. Hofferberth reported the recommendation from Playsmart on how to clean the playstation. Staff has already purchased the equipment that Playsmart recommended and Dr. Leavitt recommended a disinfectant. Mr. Hofferberth also reported that there will be guidelines given to staff on how to clean the area when there is an accident. The dance floor for the multipurpose room has arrived and portable mirrors have been ordered. The screen in the multipurpose room has been fixed. Mr. Hofferberth reported on the progress with Zoom. The committee discussed the Toddler Room. The committee discussed the furniture in the Teen Room. Councilmember Weinman explained that the teens would like music, softer lighting and bean bags. The committee discussed rentals and the use of the Multipurpose Room by the Foundation and the Key Biscayne Community School. The committee discussed naming rights.

The committee discussed the Ballard Report with the updated information. The committee discussed creating a rules and procedures manual for the members. The committee discussed adult and special programming. The committee discussed the physical trainer policy and the fitness program. The committee discussed the rental policy. The committee also discussed the gymnastics programs. The committee requested an executive summary as part of the quarterly report.

Councilmember Weinman recommended the Center initiate post class survey cards.

Ms. Cooper brought up the subject of having a community bulleting board. Mr. Hofferberth explained that the Village will only advertise Village Sponsored Events. Ms. Cooper also brought up the subject of donating punch cards. Ms. Westfall discussed providing tutoring during the summer. Ms. Cooper brought up the idea of handing out towels in the Wellness Center that will be sponsored by different business on the Key.

Next Meeting: February 27, 2005 at 7:00pm.

The meeting was adjourned at 10:00 PM by Mr. Leavitt.